

1974 - None

EX-105 73-4983/A
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D/M&S 73-4637

2 DEC 1973

Executive Registry
73-7008/1

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA : Acting Deputy Director for Management and Services

FROM : Director of Personnel

SUBJECT : 15th Annual Federal Government Accountants Awards Program

REFERENCE : Letter from the President, Federal Government Accountants Association, undated (attached)

1. Action Requested: That you sign the attached letter to Mr. Max Hirschhorn, Chairman, Committee on Cooperation with Government Agencies, Washington Chapter, Federal Government Accountants Association, informing him that the Agency will not have a candidate for the Federal Government Accountants Award this year.

2. Background: Referent announced the 15th Annual Federal Government Accountants Awards Program and invited the Agency to submit nominations.

3. Staff Position: The Director of Finance and Chief, Audit Staff were contacted regarding candidates but advised that they do not have a nominee to propose for this year's awards program.

4. Recommendation: That you sign the attached letter to Mr. Hirschhorn. The deadline for receipt of nominations is 31 January 1974.

F. W. M. Janney
Director of Personnel

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Atts

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73-4638

6 Dec 1973

Mr. Max Hirschhorn, Chairman
Committee on Cooperation with
Government Agencies, Washington Chapter
Federal Government Accountants Association
Post Office Box 423
Washington, D. C. 20044

Dear Mr. Hirschhorn:

This is in response to Mr. Murphy's letter in which he invited this Agency to submit nominations for the 15th Annual Federal Government Accountants Awards Program.

We have given the invitation careful consideration but have decided not to submit a nomination this year. We appreciate the opportunity to participate in the awards program and hope to have a candidate in the future.

Sincerely,

/s/ Vernon A. Walters

Vernon A. Walters
Lieutenant General, USA
Deputy Director

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(29 Nov 1973)

(Signed) F. W. M. Janney

Originator:

8 DEC 1973

Director of Personnel

Concur:

8 DEC 1973

for Acting Deputy Director
for
Management and Services

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FEDERAL GOVERNMENT ACCOUNTANTS ASSOCIATION OF WASHINGTON

Founded September 14, 1950

P. O. BOX 423

WASHINGTON, D. C. 20044

DD/M&S 73-4431

PERS 73-4431

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Hon. Vernon A. Walters
Acting Director, Central
Intelligence Agency
Washington, D. C. 20505

Dear Mr. Walters:

The Washington Chapter of the Federal Government Accountants Association is announcing its 15th Annual Awards Program for Outstanding Achievement in the Improvement of Financial Management in the Federal Service. Through this awards program, our Chapter of the FGAA, a professional organization, seeks to stimulate interest in financial management as a professional career in the Government service.

It is a pleasure for me to be in a position to again request your organization's cooperation in identifying Government employees who have made outstanding contributions during 1973 and we welcome nominations from your agency. The nominations should be sent to Max Hirschhorn, Chairman, Committee on Cooperation with Government Agencies, Washington Chapter, Federal Government Accountants Association, Post Office Box 423, Washington, D. C. 20044. Your existing awards program may be used, of course, in making nominations for these awards.

Nominations are due by January 31, 1974. Brochures which describe the program and set forth criteria for nominations are enclosed. It is requested that these brochures be given the widest possible dissemination in your organization. Any questions concerning the program may be sent to the above address or discussed with Mr. Hirschhorn (386-3415 or IDS Code 129-3415).

The cooperation we have received in the past from your office is appreciated, and we look forward to receiving those nominations which you feel qualify for the described awards.

Sincerely yours,

Gerald Murphy
Gerald Murphy
President

Enclosures

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ANNOUNCING

THE 15TH ANNUAL AWARDS PROGRAM
FOR
OUTSTANDING ACHIEVEMENT
IN THE
IMPROVEMENT OF FINANCIAL MANAGEMENT
IN THE
GOVERNMENT SERVICE



SPONSORED BY

FEDERAL GOVERNMENT ACCOUNTANTS ASSOCIATION

WASHINGTON CHAPTER

All nominations must be in the hands of the Committee by JANUARY 31, 1974. Mailing address as follows: Max Hirschhorn, Chairman, Committee on Cooperation with Government Agencies, P.O. Box 423, Washington, D.C. 20044

1. **PURPOSE.** The purpose of the Federal Government Accountants Awards Program is to accord special recognition of outstanding achievement in developing and improving financial management in the Government Service.

2. **TYPE OF AWARD.** The awards will be honorary in recognition of creative efforts and important contributions toward government financial management objectives. Recognition will be given by the awarding of scrolls to outstanding individuals, or groups, who meet the standards stated in these rules and guidelines.

3. **SELECTION.** From those nominated by the government agencies, selections for the awards will be made by the Committee on Cooperation with Government Agencies, and approved by the Executive Committee.

4. **ELIGIBILITY.** A. Any member of the FGAA of Washington or any person in the Washington Metropolitan Area who was employed in the Government Service at the time the work being recognized was performed will be eligible for consideration for an Award. B. The individual must have a record of exceptional competence, integrity and devotion to his field of endeavor and his achievement must constitute a notably outstanding contribution to financial administration, accomplished or completed in Calendar Year 1973.

5. **AREA OF AWARDS.** Nominations for awards are requested (see item 7) in the area of financial management as determined by the Awards Committee. This area may include, but is not limited to such activities as:

- a. Accounting systems
- b. Auditing
- c. Budgeting
- d. Accounting operations
- e. Programming
- f. Financial reporting
- g. Automatic data processing
- h. Financial management training
- i. Performance and productivity accounting

6. **GUIDELINES AND EXAMPLES OF ACHIEVEMENT TO BE CONSIDERED.** In selecting candidates for nomination, agencies should consider accomplishments made to implement financial management legislation designed to improve management planning and control techniques and, through better use of information, has resulted in more efficient and economical operations. Examples:

- a. Developed a single integrated financial management system, based on a framework of planning and control by activity and area of responsibility, and utilizing costs as a basis of control at operating levels in tandem with fund management and control only at appropriately higher levels.
- b. Conducted a complete functional analysis of agency operations, resulting in an approved activity account structure, by organization unit, for common use in budget formulation, presentation, and execution; and identification of related quantitative data for regular use in projection and performance evaluation.
- c. Developed and documented an accrual accounting system in conjunction with or in contemplation of

internal cost-based budgeting, designed to serve through effective reports the informational needs of an existing or planned integrated financial management system.

d. Developed and initiated a comprehensive system for the overall audit of major agency-wide programs.

e. Initiated or developed an automatic data processing system to meet the agency's financial and statistical reporting needs.

f. Developed a comprehensive financial management training program.

g. Conducted a comprehensive financial management study which resulted in the establishment of more efficient and effective management.

7. **NOMINATIONS.** Each nomination should be supported by a written justification which should cite specific examples and details. The supporting data should be limited to facts, insofar as possible, rather than opinions or conclusions and should not exceed two typewritten pages. The nomination should include the nominee's name, position, title and grade, organizational location, residence or post office address, education, degrees received and any other pertinent information. Agencies should feel free to use their existing awards program when selecting nominees.

8. **PRESENTATION.** The awards will be presented publicly at the regular meeting of the FGAA of Washington May 9, 1974. The award winners will be guests of honor. As much publicity as possible will be given Award winners.